

Memorandum

Date: August 30, 2007
To: All Historic Preservation Board Members
From: Dianne Pacewicz, Planner
Subject: Historic Preservation Board

The Historic Preservation Board will have their next meeting on **Wednesday, September 5, 2007** at 4:30 p.m. The meeting will take place in City Hall (3rd Floor, City Commission Chambers). An agenda for this meeting is attached.

Should you have any questions, please feel free to call me at 352-728-9760.
We would also ask that you please contact us if you will not be able to attend the September 5, 2007 meeting.

**City of Leesburg
Historic Preservation Board
WEDNESDAY, September 5, 2007
City Hall
City Commission Chambers
4:30 p.m.
Leesburg, Florida**

Agenda

1. Approval of Minutes – May 23, 2007
Approval of Minutes – June 27, 2007
Approval of Minutes – July 11, 2007
Approval of Minutes – August 1, 2007
2. New Case Discussion
 - a. 1120 Herndon Street (fence)
 - b. 114 South 5th Street (exterior renovations, paint)
3. General Historic Preservation Information
 - b. 701/703 West Main Street (reroof)
4. Appeal for City Annex Building – September 24, 2007
5. Plaque Presentation:
 - a. Coca-Cola Building (627 East Main Street) – October 8, 2007
6. Next Meeting Date: September 26, 2007

Adjourn

ACTION STEP	ESTIMATED DATE OF COMPLETION
Plaques	Ongoing
Tie-in to Rails to Trails	Ongoing
National Register	Schedule presentation for ???
Video Tape (LSCC, Chamber of Commerce	???

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE PERSONNEL DEPARTMENT, ADA COORDINATOR, 48 HOURS IN ADVANCE OF THE MEETING AT 728-9704.



MINUTES OF THE HISTORIC PRESERVATION MEETING
FOR THE CITY OF LEESBURG
WEDNESDAY, MAY 23, 2007, 4:30 P.M.

The Historic Preservation Meeting for the City of Leesburg held their regularly scheduled meeting on Wednesday, May 23, 2007, at 4:30 p.m. in City Commission Chambers at City Hall. The following members were present:

Larry Taylor, Chairman
David Littleton
Guy Ross
Elizabeth Krause

City staff present included Community Development Director Laura McElhanon, Planning and Zoning Manager Bill Wiley, and Planner Dianne Pacewicz, serving as board secretary.

Interested parties included Bill Hayes, John and Paige Chassie.

Laura McElhanon gave an update of Board member status, the renewals occurring this year and the applications received to fill in the current vacancies.

Approval of Minutes – April 25, 2007

David Littleton made a motion to approve the minutes for April 25, 2007. Guy Ross seconded the motion and it carried unanimously without discussion.

New Case Discussion

Dianne Pacewicz indicated that there were no new cases at this time.

General Historic Preservation Information

Dianne Pacewicz reviewed the applications that were approved since the last meeting.

- a. 911 Lilly Street (in ground pool in enclosed fence)
- b. John Smith Apartments
- c. Library update
- d. Justin Jones house

Restoration Sign

The Board decided to defer the placement of the restoration sign for the month of June.

Plaque Presentations

The next Plaque Presentation will be on June 25, 2007 for the Opera House (401-415 West Main Street). Elizabeth Krause made a motion to award the next set of plaques to the Masonic Lodge, the Train Depot, Simon Feed and 106 Palmetto Street. David Littleton seconded the motion and it carried unanimously.

Discussion

Elizabeth Krause brought up Mark Germain not doing the repainting of the gas station as required by the Board. She mentioned that during Bikefest the property was a used car lot, restaurant, bar, and no sign of any permitting for these. Now it is being used as a car lot, though unattended. Larry Taylor inquired about the follow-up steps. Bill Wiley said that the staff would be looking into it with Code Enforcement. Mr. Germain will be cited with a code violation and given so many days to correct it. If he doesn't then he will be rescheduled with Code Enforcement for a hearing before the Magistrate.

Next Meeting: September 26, 2007

The Board decided to cancel their meetings for June, July and August unless something comes up that warrants a special meeting.

Elizabeth Krause made a motion to adjourn the meeting. David Littleton seconded the motion and it carried unanimously.

Larry Taylor, Chairman

Dianne Pacewicz
Planner

MINUTES OF THE HISTORIC PRESERVATION MEETING
FOR THE CITY OF LEESBURG
WEDNESDAY, JUNE 27, 2007, 4:30 P.M.

The Historic Preservation Meeting for the City of Leesburg held their regularly scheduled meeting on Wednesday, June 27, 2007, at 4:30 p.m. in City Commission Chambers at City Hall. The following members were present:

Larry Taylor, Chairman
Bill Hayes
Robert Bone
David Littleton
Elizabeth Krause

City staff present included Planning and Zoning Manager Bill Wiley, and Planner Dianne Pacewicz, serving as board secretary.

Interested Parties included Frank Cobb.

New Case Discussion

Cobb – 207 North 12th Street

This request is in two parts.

For the first request, the applicant has requested approval from the Historic Preservation Board to replace the existing garage door.

Bill Wiley explained that the garage is in back. The staff is recommending approval.

Robert Bone made a motion to go with the City recommendation of approval. Elizabeth Krause seconded the motion which carried 5 to 0.

For the second request, the applicant has requested approval from the Historic Preservation Board to install a fence.

Bill Wiley explained that the board on board fence that they want to use is a stockade type of fence. It is a used fence. Mr. Wiley showed pictures of fencing in surrounding properties. There is a hodgepodge of fencing in the area. Some of the fencing existed prior to the Historic Board. There is also some fencing that has not gotten a permit and will be addressed by Code Enforcement. City staff stated a concern over the fact that some of the fencing going up is not of historic character.

Elizabeth Krause said, Historic District or not, this area, that she also lives in, needs fences for safety reasons.

The fence that is being requested is 6 feet in height. It is non-painted treated wood. There are no plans to paint the fence unless required.

Mr. Wiley said that City staff is looking for direction with fences for backyards.

Robert Bone brought up where fences would go in the past. Bill Hayes showed a picture of a historical house in which you could barely see the fence from the street.

Ms. Krause said that the applicant's house has a sliding glass door on the South side. The applicant stated that he would like a fence for privacy. Ms. Krause suggested staining the fence to go with the accent brick.

Bill Hayes asked where the meter was and where the gate will be into the backyard.

Mr. Bone inquired as to whether or not there would be a fence in the front yard of a 1930s home. He suggested shrubs in front with a lower fence behind it. Elizabeth Krause suggested putting the fence between the windows and the deck on the South side, so part of the side of the house can still be seen. Mr. Wiley stated how this way would take the emphasis off the front of the house. Mr. Wiley also suggested a lattice fence. The applicant said that he needs a solid fence because of their dogs.

Mr. Bone stated that he felt the Board should be in line with the staff. He brought up the fact that, down the road, the windows on the South side will eventually need to be changed out. The applicant will need to come back before the board and we will request that the windows be historic in nature, but with the fence, we won't be able to see them.

Mr. Bone suggested the applicant does some homework and finds another type of fencing and then come back to the Board. Larry Taylor said that they're not concerned with the back yard, but only with the front and this type of fencing does not meet our standards. Mr. Bone also suggested fencing off an area in the back yard for their dogs.

Bill Hayes stated that he would like to see the shadow box type of fence approved as historical. He suggested that the Board vote on approving

this type of fence from the back brick wall along the side, offset to the edge of the house, and have the front of that be landscaped. Also add a gate for utility and have the fence be stained to blend in with the house.

Mr. Taylor said that he has no problem with the fence along the side, but he would like to see a different kind in the front. He suggested solid wood with lattice on top. Mr. Wiley asked about landscaping. Ms. Krause said that landscaping should be required as a part of stockade privacy fencing.

Elizabeth Krause made a motion to approve the fence by the deck, having it be decorative in front, with a gate for access to the meter. There should also be lattice or finials on top with landscaping in front. David Littleton seconded the motion which carried 5 to 0.

General Historic Preservation Information

Bill Wiley reviewed the Historic District Request Forms that have been approved since the last meeting.

On 107 North 12th Street, windows were replaced. Robert Bone made a motion to disapprove of the windows. Elizabeth Krause seconded the motion which carried 5 to 0. Dianne Pacewicz said that she would need to go back into the computer and change it to disapproval.

At 128 Orange Avenue, commercial painting is being proposed to be done. Bill Hayes made a motion to approve the selected colors. Robert Bone seconded the motion which carried 5 to 0.

Mr. Wiley went over the applications for 104 South 2nd Street 410 West Main Street, which were approved by staff.

Next Meeting: September 26, 2007

The meeting adjourned at 5:46 p.m.

Larry Taylor, Chairman

Dianne Pacewicz
Planner

MINUTES OF THE HISTORIC PRESERVATION MEETING
FOR THE CITY OF LEESBURG
WEDNESDAY, JULY 11, 2007, 4:30 P.M.

The Historic Preservation Meeting for the City of Leesburg held a meeting on Wednesday, July 11, 2007, at 4:30 p.m. in City Commission Chambers at City Hall. The following members were present:

Larry Taylor, Chairman
David Littleton
Elizabeth Krause
Guy Ross
Bill Hayes
Robert Bone
Mitchell Smallwood
John O'Kelley

City staff present included Community Development Director Laura McElhanon and Planner Dianne Pacewicz, serving as board secretary.

Interested Parties included Sandy Moore, Joe Shipes, Ken Thomas, Ashley Jones, Daniel Hayes, Jerry Galbreath, Linda Workman, Jeff Hartzell and Deborah Brodbeck.

New Case Discussion

a. 600 Market Street

Laura McElhanon explained to the Board that the application arrived two days after the last meeting so we didn't have it in time to bring it then. The intent was to paint it the blue of the John Smith Apartments at Market and 4th Street.

Ken Thomas, Director of Housing and Economic Development, moved back into the Annex Building was in attendance to present and answer and questions. Mr. Thomas showed a paint chip of the intended color to be used. He said he did ask around downtown what people thought of this color and got advice from the community.

Mr. Thomas said that Planning and Zoning was informed that the building was going to be painted the same as John Smith's. Larry Taylor said that he needed approval before the building was painted. Mr. Thomas said Planning and Zoning staff told him that it could be approved administratively. Mr. Taylor asked if he received that approval.

Mr. Thomas said that his staff was told they would need to bring a color swatch of the new color for building and bring a picture of the building and that is what they did.

Ken Thomas explained the use of the building. The building is now a business incubator. The City was able to get \$565,000 of grant money from the USDA to renovate the entire building. There are 8 offices for new and emerging businesses. Elizabeth Krause stated that what goes on inside the building isn't the issue. She said that Mr. Smith bought an old building that had no architectural or historical value, and turned it into a new construction project. The Annex building, originally the Post Office, was never intended to be periwinkle blue and that this color is inappropriate. Mr. Taylor pointed out that it's also on the walking tour of the Historic District. Mr. Krause said that the Board has spent years trying to establish standards for the downtown Historic District and it is insulting that the City would do this without letting anyone know.

Mitchell Smallwood said that John Smith's building was a matter of redevelopment, not restoration. And now a new precedence has been set on this particular building.

Laura McElhanon said that an e-mail was sent to tell them to stop the painting. Mr. Thomas reiterated that Planning and Zoning staff told him that it could be approved administratively if they bring a color swatch of the new color. Mr. Thomas said that he didn't want to argue back and forth, nor be disrespectful to anyone. He's here today to show us the colors and answer any questions we may have. He is hoping that the Board will partner with them for this building downtown and promote it and keep it on the tour.

Laura McElhanon stated that staff has tried to set precedence that if it is a similar color to what the building is, then it could be approved administratively. But if it's different, then it goes before the Board.

Robert Bone agreed that the appropriate color for a building should be more historical for that particular structure. He said that he didn't think there was any bad intent, he just doesn't think that the color is appropriate. Mr. Taylor said that the Board had also disapproved the old gas station. Laura McElhanon brought up the dive shop as another color that was initially disapproved.

John O'Kelley said that he also didn't think there was bad intent. He said he was surprised it got this far. He said he is not offended by the color but this process still needs to be followed.

Mr. Thomas said they are trying to do as much as they can. They have added landscaping to the building as well and they plan to do more to building as more money becomes available. He said he doesn't intend to create a problem for the Board and he apologized if he offended anyone. There was no intent or malice on their part to create a problem for anyone.

Mr. Smallwood said that there have been people approaching him asking whether or not the new color of the Annex building was approved. When he told them no, he said they told him all they had to do to get their building approved.

Public Comments:

Jerry Galbreath said it doesn't matter if the Board likes a color or not, it's what is appropriate for the Historic Preservation of the use. This building is a historic Post Office. He was on the committee that toured Leesburg and other cities that looked for colors for the new Library and Police Department. He feels this committee did everything they could do so the colors wouldn't look like the new paint color of the Annex building. He felt it was important for the new colors to blend in.

Joe Ships commented for the Leesburg Partnership. He said that they have not had a chance to take this to the Design Committee, which had been consulted on the Library, the Police Department and the Museum. He said that the Committee would support the old color of the building, not what is on there now.

Larry Taylor stated that the issue is that can the building remain blue?

Mitchell Smallwood motioned that the new colors are brought back to the Board for final approval and that the colors are as close to the original colors on the building as possible. John O'Kelley seconded the motion and it carried 8 to 0.

b.214 North 12th Street

Dianne Pacewicz explained that this was being brought before the Board because part of the fence was put up without a permit and because chain link is not approved for the Historic District. In 2005, part of a chain link fence was approved for permitting.

Laura McElhanon said that this house had been brought before the Board for the porch, stairs and front fence. The chain link and the stockade fence in the back have not been before the Board for approval.

Elizabeth Krause pointed out that when the bushes grow it will

eventually cover the fence. Larry Taylor asked how high the landscape screening will eventually get. Jeff Hartzell said that he wasn't sure, but if the Japanese Holly's didn't cover it and he need to put something else there, he will. Ms. Krause said that once the shrubs grow it will look like a natural looking fence line.

Elizabeth Krause motioned to approve the fence as long as the greenery is continually promoted to shield the chain link fence. David Littleton seconded the motion and it carried 8 to 0.

c. 217 South 7th Street

This is a request from Morrison United Methodist Church to construct a 1300 square foot addition to the back side of the Opportunity Shop building (North side). They are proposing a white concrete block. The addition will have a slope that is even with the top of the building and there will be a flush wall facing out to the street.

Larry Taylor asked how far the addition will extend out. Laura McElhanon said it would extend out from building 20 feet.

Bill Hayes motioned to approve extension. Elizabeth Krause seconded the motion and it carried 8 to 0.

d. 107 West Main Street

Laura McElhanon explained that Beacon College wants to take out the glass panes and front door, and build it flush across with the door in a different spot. The new front wall is a frame wall across the front with stucco that matches that building.

Larry Taylor asked if the front door will be solid. Deborah Brodbeck explained that they will be using the same glass door that is there now.

John O'Kelley asked if there was a staff recommendation. Laura McElhanon said that she would probably go with what the staff has recommended in the past to downtown businesses that wanted to fill in, with the most recent one being the spa. Staff didn't support it because it didn't support the Historic character of downtown. This point of view hasn't changed.

Elizabeth Krause said that it is a lot of project for a little place. Ms. Brodbeck explained that this part of the building is used for a computer lab, which does not need display cases. It is wasted space for them. There is no way to decorate it and because of the dirt underneath the

display case they are having problems with termites. Each display case is at least 4 feet by 4 feet so there will be a gain of 16 feet in the front of the building.

Robert Bone asked if it is a wood frame around the windows. Ms. Brodbeck answered that the base that is holding the glass windows is beginning to deteriorate. The building is made of stucco, but the whole encasing is made of wood.

Mr. Bone asked if this was the original construction of the building. He said that towns go through a transition and will sometimes change where the front of the building is. Laura McElhanon brought up DoggieBags and how it used to have display windows, and is now flushed out to the edge, but has the solid glass windows.

Ms. Brodbeck brought up how this building would still have an alcove entrance for the Beacon College library.

Larry Taylor asked how many other entrances there were to this building. Ms. Brodbeck said that there are a total of three entrances, to the upstairs, to the library and to the computer lab.

Mr. Taylor said that he would have no problem with the flush as long as the main entrance is set back.

Mr. Bone suggested putting in a picture pane window instead of having a solid wall. Ms. McElhanon said that it would not look as "heavy".

John O'Kelley is on the border about this request. He said that it is agreed a mistake was made with J. Scott's building. He feels that this request is a little bit different because it does have the main entrance so we could get by with it, but we need to be careful with the reason why. The fixed glass would be more decorative and look more like an old store front.

Mr. Smallwood suggested the entrance echo the look of the 50's aluminum and glass.

Laura McElhanon said that staff would need to see a modified sketch to show how the door would fit with the glass.

John O'Kelley motioned to allow the request provided that the solid wall be replaced with a large plate glass window, keeping with the others windows in the building architecturally. The reason is because there another main alcove entrance which is consistent with downtown.

Mitchell Smallwood seconded the motion and it carried 8 to 0.

Next Meeting: September 26, 2007

The meeting adjourned at 6:02 p.m.

Larry Taylor, Chairman

Dianne Pacewicz
Planner

MINUTES OF THE HISTORIC PRESERVATION MEETING
FOR THE CITY OF LEESBURG
WEDNESDAY, AUGUST 1, 2007, 4:30 P.M.

The Historic Preservation Meeting for the City of Leesburg held their regularly scheduled meeting on Wednesday, August 1, 2007, at 4:30 p.m. in City Commission Chambers at City Hall. The following members were present:

Larry Taylor, Chairman
David Littleton
Guy Ross
Elizabeth Krause
Robert Bone
Mitch Smallwood
Bill Hayes

City staff present was Planner Dianne Pacewicz, also serving as board secretary.

Interested parties included Jerry Galbreath.

New Case Discussion

Dianne Pacewicz introduced the application for the Butler Building. Jerry Galbreath is requesting to paint the exterior of the building.

Bob Bone asked if the building was pressure washed in order to determine the original color. Jerry Galbreath said that it was still hard to tell because it has been painted numerous times. The color chosen would best duplicate the style.

Mitch Smallwood said that when he pressure washed the building, he found four distinct colors, ranging from a gray to a pinkish/peach. He said that the building has a distinctive Spanish style to it. Under the architectural styling in the 1994 survey, the building fits the Spanish eclectic styling with the tiles across the top and the bars on the door. Using this type of color scheme would reinforce and enhance this Spanish style. This is the only building downtown that has this Spanish style to it.

The entire building will be painted the lighter salmon color. The accents will be the reddish brown color, and the tiles will remain the same. The window frames will be painted black, along with the iron decorative pieces on the top.

Mr. Smallwood also said that all of the windows will be replaced, though the

frames will remain the same.

Elizabeth Krause asked about the Chevrolet emblem. Mitch Smallwood said that they are going to bring the emblem back out. He said he spoke with Bill and that there shouldn't be a problem considering the historical nature of what they're doing.

Mr. Smallwood also said that the faux finish on the bottom that wraps around the building will remain as is. Jerry Galbreath said that he will probably be coming back at some point to stucco over it.

Robert Bone motioned to approve the new colors of the Butler Building. Guy Ross seconded the motion and it carried with a vote of 6 to 0 (excluding Mitch Smallwood).

General Historic Preservation Information

For information purposes, Dianne Pacewicz brought the color scheme, selected by Joe Shipes, for the Annex Building before the Board. She said that a specific color wasn't picked out.

Elizabeth Krause made a motion that they duplicate the color on the Heritage Museum. Mitch Smallwood seconded the motion and it carried unanimously.

Election of new Chair and Co-chair

Elizabeth Krause made a motioned nominate Robert Bone as the new Chairman of the Board. David Littleton seconded the motion and it carried unanimously.

Elizabeth Krause made a motioned nominate Mitch Smallwood as the new Co-Chair of the Board. David Littleton seconded the motion and it carried unanimously.

Next Meeting: September 26, 2007

Elizabeth Krause made a motioned to adjourn the meeting at 5:08 p.m. Robert Bone seconded the motion and it carried unanimously.

Larry Taylor, Chairman

Dianne Pacewicz
Planner